



# United States Department of the Interior

## BUREAU OF LAND MANAGEMENT

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In Reply Refer To:  
2800 (AZ-931) P

January 25, 2005

EMS TRANSMISSION – 1/25/2005  
Instruction Memorandum No. AZ-2005-015  
Expires: When Cancelled or Superseded

To: All Field Offices  
Attn: Realty Specialists

From: State Director

Subject: Highway Projects on Public Lands Managed by Bureau of Land Management (BLM)

**Purpose:** This Instruction Memorandum (IM) transmits Memorandum of Understanding (MOU) No. AZ-931-0309, Amendment #1, signed September 10, 2004, which contains Arizona Bureau of Land Management (AZ BLM) policy and procedures relating to working relationships between AZ BLM, the Arizona Department of Transportation (ADOT), and the Federal Highway Administration (FHWA).

**Background:** In January 1997, representatives from AZ BLM, ADOT, and FHWA held a two (2) day interagency meeting which was the beginning of a long-term partnering commitment between the agencies. At this meeting, participants developed and signed a partnering charter as a commitment to the cooperative effort, identified potential problem areas, and formed teams to work toward resolutions.

In May 1997, AZ BLM, ADOT, and FHWA entered into an MOU (No. BLM-MOU-2800-AZ-931-9702) to establish policies and procedures for improving working relationships between the agencies. This MOU was designed to be a generic “umbrella” agreement to be supplemented with specific “operating agreements” as various teams completed their assignments for resolution of identified problem areas.

At the 2003 annual coordination meeting, two separate documents (MOU No. AZ-931-0309 and a Supplemental Operating Agreement) were signed and became effective on April 23, 2003. Several sections of the Supplemental Operating Agreement were incomplete and in a “reserved” status pending completion of the various team assignments. (Note: MOU No. BLM-MOU-2800-AZ-931-9702 was terminated and replaced by MOU No. AZ-931-0309.)

Following implementation of MOU No. AZ-931-0309 and the Supplemental Operating Agreement, the various teams completed the development of most reserved sections in the Supplemental Operating Agreement. This process identified areas where refinements and further clarification would enhance the effectiveness of the policies contained in these documents. The resulting changes were incorporated into MOU No. AZ-931-0309, Amendment #1, (see Attachment 1).

**Policy/Action:** Changes and additions contained in MOU No. AZ-931-0309, Amendment #1, including all appendices and illustrations, are identified in the document with an arrow (“→”) in

the left margin. A summary of changes is attached to this IM as Attachment 2. All AZ BLM Realty Specialists involved in processing Title 23 appropriations must read and understand the provisions of the MOU No. AZ-931-0309, Amendment #1.

BLM is committed to significantly expediting the appropriation process. Attachment 2 also contains specific steps to accomplish this action.

**Time Frame:** This IM is effective immediately. The policy contained in MOU No. AZ-931-0309, Amendment #1, became effective on September 10, 2004, and remains in effect until terminated in writing.

**Manual/Handbook Sections Affected:** BLM Manual 2805.

**Contact:** If you have any questions regarding this policy, please contact Carol Kershaw, State Lands Program Lead, at (602) 417-9235.

SIGNED BY:  
Lonna M. O'Neal  
for Elaine Y. Zielinski

AUTHENTICATED BY:  
Dana J. Jones  
Staff Assistant

Attachments (UNDER SEPARATE COVER)

- 1 - [MOU No. AZ-931-0309, Amendment #1](#) (CD)
- 2 - [Summary of Changes, MOU No. AZ-931-0309, Amendment #1](#) (1 p)